

**CITY OF BELMONT**  
**PLANNING COMMISSION**  
**SUMMARY MINUTES**

**TUESDAY, FEBRUARY 4, 2014 - 7:00 PM**

Chair Parsons called the meeting to order at 7:00 p.m. at One Twin Pines Lane, City Hall Council Chambers.

**1. ROLL CALL**

Commissioners Present: Parsons, Herbach, d'Souza, Mercer, Hold, Kim,  
Commissioners Absent: Goldfarb

Staff Present: Community Development Director de Melo, City Attorney Rennie, Senior Planner DiDonato, Associate Planner Gill

**2. AGENDA AMENDMENTS – None**

**3. COMMUNITY FORUM (Public Comments) – None**

**4. CONSENT CALENDAR - None**

Consent Calendar items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Commission, staff or public request specific items to be removed for separate action.

**5. PUBLIC HEARINGS:**

**5A. PUBLIC HEARING – 1816 Fernwood Way**

To consider a Single Family Design Review to construct a 902 square foot addition to the existing 2,345 square foot split-level single-family residence. The proposal will bring the total square footage of the residence to 3,247 square feet where the zoning district maximum permitted is 3,500 square feet for this site. The project would also include a parking Variance to allow the existing non-conforming size driveway to maintain 16 feet in length where 18 feet is required.(Appl. No. PA2013-0033)

APN: 045-111-240; Zoned: R-1B Single Family Residential

CEQA Status: Section 15301, Class 1(e)(1)

Applicant/Owner: Sirinee Tippakorn

Project Planner: Rob Gill, (650) 598-4204

**Associate Planner Gill summarized the Staff Report answering questions of the Commission.**

**The project Architect responded to questions from the Commission.**

**Chair Parsons opened the Public Hearing. No one from the Public spoke on the project.**

**MOTION: by Commissioner d'Souza, seconded by Vice Chair Herbach to close the Public Hearing.**

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**Motion Passed 6/0/1 by show of hands.**

**Chair Parsons confirmed that no one on the Commission had any ex parte communication with anyone involved with this project.**

**Discussion ensued.**

**MOTION: By Commissioner Mercer, seconded by Commissioner Kim to move the Resolution of the Planning Commission of the City of Belmont Approving a Variance and Single Family Design Review at 1816 Fernwood Way (Appl. No. 2013-0033) with the added conditions: *the applicant shall return to staff with a landscape plan that indicates a tree mitigation planting to offset the bulk on the left side of the house, as seen from the street, a more appropriate choice of plantings in the 2 planter boxes in the back courtyard, reduction of hardscape by narrowing the driveway to the regulated width and replacing the driveway with a permeable surface.***

**Ayes: Mercer, Kim, d'Souza, Parsons,**

**Noes: Herbach, Hold**

**Absent: Goldfarb**

**Motion passed: 4/2/1**

**Chair Parsons noted this item can be appealed within 10 days.**

**5B. PUBLIC HEARING – Vacant lot on Lower Lock Avenue**

To consider a Single Family Design Review to construct a new 4,458 sq. ft. single-family home on a vacant ten-acre lot, which is below the maximum 4,500 square feet permitted for the zoning district. (Appl. No. 2013-0055)

APN(s): 043-042-750, 043-192-210 & 043-192-220; Zoned: HRO-1 - Hillside Residential and Open Space - un-subdivided.

CEQA Status: Categorical Exemption per Section 15303

Applicant/Owner: Scott and Mary Piazza

Project Planner: Damon DiDonato, (650) 637-2908

**Senior Planner DiDonato summarized the Staff Report answering questions of the Commission.**

**Architect Shey responded to questions from the Commission.**

**Chair Parsons opened the Public Hearing. One member of the Public spoke on the project.**

**MOTION: by Commissioner Mercer, seconded by Commissioner Hold to close the Public Hearing.**

**Motion Passed 6/0/1 by show of hands.**

**Chair Parsons confirmed that no one on the Commission had any ex parte communication with anyone involved with this project.**

**Discussion ensued.**

**MOTION:** By Commissioner Mercer, seconded by Vice Chair Herbach to move the Resolution of the Planning Commission of the City of Belmont Approving a Single Family Design Review for a Vacant Lot on Lower Lock Avenue Project Number 2013-0055 with attached conditions. Additional conditions to include: *the applicant shall record a final conservation easement, prior to issuance of building permits; trees to be replaced on a 3-1 ratio for any trees removed with a 24 inch box as indicated by staff; parking construction worker vehicles on the street be prohibited and the applicant shall provide a carpool or parking area for those vehicles; applicant return to staff with a landscape plan that indicates the final location of the utility meters to be screened if located in front of the gate; safety railing treatment of final downhill driveway wall.*

**Ayes:** Mercer, Herbach, d'Souza, Hold, Kim, Parsons

**Noes:** None

**Absent:** Goldfarb

**Motion passed:** 6/0/1

**Chair Parsons noted this item can be appealed within 10 days.**

**6. REPORTS, STUDIES AND UPDATES:**

**6A. Caltrain Modernization Program/High Speed Rail – No Report**

**6B. Ralston/US-101 Landscape Project – No Report**

**CDD de Melo announced the ECHO Case Study Report was presented to Council at their last meeting and was well received. The upcoming Commission Appreciation Dinner is to be held on February 24, 2014.**

**7. City Council Meeting of Tuesday, February 11, 2014 – 7:30 PM**

**Liaison:** Vice Chair Herbach

**Alternate Liaison:** Commissioner Hold

**Meeting Adjourned: 9:00 pm.**

**8. ADJOURNMENT:**

**Adjournment To: Tuesday, February 18, 2014 - 7:00 PM for a Planning Commission Meeting at Belmont City Hall.**

Information on the applications to be considered at this meeting may be obtained from the City of Belmont Planning Division, One Twin Pines Lane, Suite # 110, CA, 94002, 650/595-7417. This meeting will be televised and webstreamed. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact: 650-637-2999. Notification in advance of the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting.